

~~CONFIDENTIAL~~

Approved For Release 2001/08/09 : CIA-RDP78-05747A000100170072-2  
(When Filled In)

REQUEST FOR AUTHORIZATION OF OVERTIME AND HOLIDAY WORK

TO:

Comptroller

FROM:

Chief, Finance Division

ALLOTMENT SYMBOL

PAY PERIOD

ESTIMATED NUMBER

BEGINNING

ENDING

HOURS

EMPLOYEES

3 September 1961

16 September 1961

2

1

17 September 1961

30 September 1961

3

1

JUSTIFICATION

INDICATE, CONCISELY BUT ADEQUATELY, PURPOSE FOR WHICH OVERTIME IS TO BE USED, TYPE OF PERSONNEL INVOLVED (e.g., clerical, professional) AND REASON WORK CANNOT BE ACCOMPLISHED WITHIN 40 HOUR WEEK. (Do not include Operational Detail)

Overtime performed in the field by Mr. [REDACTED] who is on TDY.

60 REV DATE 9/23/60 BY 018995  
ORIG COMP 38 OR 38 TYPE 05  
ORIG CLASS S PAGES 1 NEW CLASS C  
JUST 22 NEXT REV 20/0 AUTHI IN 18.2

DATE

TYPED NAME AND SIGNATURE OF SUPERVISOR (if applicable)

AUTHORIZATION

AUTHORIZING OFFICIAL

E. R. Saunders, Comptroller

DATE AUTHORIZED

9 November 1961

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